



South Louisiana  
Community College  
Know. Know How.®

BIDS MUST BE RECEIVED BY:

**February 10, 2023 @2:00PM**

**SOLICITATION: 23-012**

ISSUE DATE: 01/12/2023

**FILL IN VENDOR NAME & ADDRESS BELOW:**

**PLEASE MAIL SIGNED BID TO:**

SOUTH LOUISIANA COMMUNITY COLLEGE  
ATTN: PURCHASING BID# 23-012  
1101 BERTRAND DRIVE  
LAFAYETTE, LA 70506

***BIDS NOT DELIVERED BY THE U.S. POSTAL  
SERVICE MAY BE SENT TO:***

SOUTH LOUISIANA COMMUNITY COLLEGE  
ATTN: PURCHASING BID# 23-012  
320 Devalcourt Street  
LAFAYETTE, LA 70506

**BUYER:** Nicole Manuel

**PHONE:** 337-521-8898

**BIDS MUST BE SIGNED TO BE CONSIDERED**

INSTRUCTIONS TO PROPOSERS:

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. FILL IN ALL BLANK SPACES.
3. ALL PROPOSED PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTION, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALLED BY THE BIDDER.
4. PROPOSED PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE SPECIFIED IN THE BID REQUIREMENTS. BIDS CONTAINING "PAYMENT IN ADVANCE" "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. SPECIFY YOUR PAYMENT TERMS: \_\_\_\_\_. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.

THE BIDDER CERTIFIES:

- COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS, AND SPECIFICATIONS.
- THIS BID IS MADE WITHOUT COLLUSION OR FRAUD.
- THAT IF MY BID IS ACCEPTED WITHIN 90 DAYS FROM BID CLOSING TIME, MY FIRM WILL FURNISH ANY OR ALL OF THE ITEMS (OR SECTIONS) AT THE PRICE OPPOSITE EACH ITEM (OR SECTION)
- DELIVERY WILL BE MADE WITHIN 60 DAYS AFTER RECEIPT OF ORDER.
- BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. **THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.**

Please print name:

Signature

Date:

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## ***TERMS AND CONDITIONS***

- 1) ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.
- 2) BID FORMS: ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON AND IN ACCORDANCE WITH FORMS PROVIDED.
- 3) BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED.
- 4) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL PROPOSALS AND WAIVE ANY INFORMALITIES.
- 5) BID SUBMISSIONS MUST BE MANUALLY SIGNED IN INK.
- 6) BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAW OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- 7) IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.
- 8) PRICES: UNLESS OTHERWISE SPECIFIED BY SOUTH LOUISIANA COMMUNITY COLLEGE IN THE SOLICITATION, BIDS PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY PROPOSER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC) AS SPECIFIED IN THE BID.
- 9) DESCRIPTIVE INFORMATION: BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, AND TECHNICAL DATA) SUFFICIENT FOR SOUTH LOUISIANA COMMUNITY COLLEGE TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE PROPOSAL TO BE REJECTED.
- 10) CONTRACT RENEWALS: UPON AGREEMENT OF SOUTH LOUISIANA COMMUNITY COLLEGE AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.
- 11) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH A THIRTY (30) DAY WRITTEN NOTICE.
- 12) THE QUANTITIES LISTED ARE ESTIMATED TO BE THE AMOUNT NEEDED. IN THE EVENT A GREATER OR LESSER QUANTITY IS NEEDED, THE RIGHT IS RESERVED BY SLCC TO INCREASE OR DECREASE THE AMOUNT AT THE UNIT PRICES STATED IN THE BID.
- 13) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO TIME REQUESTS FOR SERVICE ACCORDING TO INDIVIDUAL CAMPUS REQUIREMENTS.
- 14) SOUTH LOUISIANA COMMUNITY COLLEGE RESERVES THE RIGHT TO REDUCE THE NUMBER OF SERVICE LOCATIONS OR ADD TO THE NUMBER OF SERVICE LOCATIONS AT THE UNIT PRICES STATED IN THE BID.
- 15) FREQUENT SUPERVISOR LEVEL INSPECTIONS MAY BE REQUESTED OF THE SUCCESSFUL BIDDER. THESE INSPECTIONS SHALL BE DOCUMENTED AND PROVIDED TO THE SLCC SECURITY DIRECTOR.
- 16) VENDOR MUST PROVIDE PROOF OF LIABILITY AND WORKERS COMPENSATION INSURANCE.

## ***Site Visits***

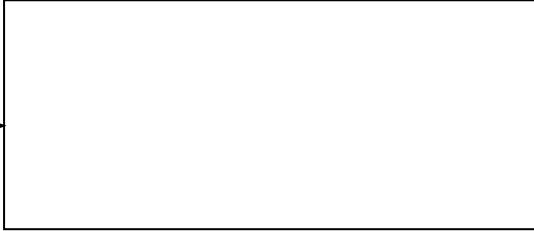
- Site visits may be performed before bid opening, to field verify all existing conditions, dimensions, and measurements, by visiting the delivery site prior to submitting a bid.
- Site visits are not required for this solicitation, but may be scheduled by contacting Amy Gunnels at (337) 521-9638 between the hours of 7:00AM and 3:30PM on or before 2/3/2023.



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**SOLICITATION:**  
**23-012**

**PRINT VENDOR NAME & ADDRESS BELOW:**



Item	Description	Quantity	Unit	Unit Price	Extended Amount
1	Vulcan Model 72SS-12B 72", 12 Open Burner Range, or equal, Delivered and installed at 1101 Bertrand Drive, Lafayette, LA	1	Each		
2	Gas Rational Model ICP10-FULLNG208/240V1PH(LM100EG) Combi Oven, or equal, delivered and installed at 1101 Bertrand Drive, Lafayette, LA	2	Each		
3	Doyon Baking Equipment JAOP14G Gas Convection Oven/Proofer, or equal, delivered and installed at 1101 Bertrand Drive, Lafayette, LA	1	Each		

Please print name:

Signature

Date:

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### ***Guidelines***

All bid prices must be all-inclusive to include any outsourced or contracted work. Any bids which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

The organization submitting a bid will be the sole contractor as the result of any bid award, and that sole contractor shall be responsible for all deliverables specified in the bid. This general requirement notwithstanding, proposers may enter subcontractor arrangements.

If the organization submitting a bid must outsource or contract any work to meet the requirements contained herein, the proposer shall identify subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. The prime contractor shall be the single point of contact for all subcontract work.

Unless provided for in the contract with South Louisiana Community College, the prime contractor shall not contract with any other party for any of the services herein contracted without the express prior written approval of South Louisiana Community College.

Issuance of this bid in no way constitutes a commitment by South Louisiana Community College to award a contract. South Louisiana Community College reserves the right to accept or reject, in whole or part, all proposals submitted and/or cancel this announcement if it is determined to be in the College's best interest.

### ***Scope of Work***

- Vendor shall deliver and install all equipment specified on this bid.
- Vendor shall uphold standards of employee conduct, appearance, and integrity, in accordance with SLCC's Administrative Policies and Mission during delivery and installation, and shall agree to remove from the site of service, whenever required to do so by SLCC, any of their employees or subcontractors who fail to uphold SLCC standards, subject to any applicable laws.
- The cost of all permits, licenses, labor and any materials not specified herein, required to accomplish bid service, shall be assumed by the vendor and included in the bid price.
- Vendor and Vendor's employees and or subcontractors shall abide by all applicable laws and licensure requirements related to delivery and installation.

## INDEMNIFICATION AGREEMENT

The \_\_\_\_\_ {Contractor/Lessee} agrees to protect, defend, indemnify, save, and hold harmless, the State of Louisiana, all State Departments, Agencies, Boards and Commissions, its officers, agents, servants, employees, and volunteers, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of, any act or omission of \_\_\_\_\_ {Contractor/Lessee}, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by \_\_\_\_\_ {Contractor/Lessee} as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the State of Louisiana, all State Departments, Agencies, Boards, Commissions, its officers, agents, servants, employees and volunteers.

\_\_\_\_\_ {Contractor/Lessee} agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, suits, or causes of action at its sole expense and agrees to bear all other costs and expenses related thereto, even if the claims, demands, suits, or causes of action are groundless, false or fraudulent. The State of Louisiana may, but is not required to, consult with the Contractor in the defense of claims, but this shall not affect the Contractor's responsibility for the handling of and expenses for all claims.

Accepted by \_\_\_\_\_ Company Name

\_\_\_\_\_ Signature

\_\_\_\_\_ Title

Date Accepted \_\_\_\_\_

Is Certificate of Insurance Attached? \_\_\_\_\_ Yes \_\_\_\_\_ No

**ATTACHMENT II****Bid 23-012****Certification Statement**

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the bid solicitation, including attachments.

**OFFICIAL CONTACT.** The college requests that the bidder designate one person to receive all documents and the method in which the documents are best delivered. The bidder should identify the Contact name and fill in the information below: (Print Clearly)

- A. Official Contact Name: \_\_\_\_\_
- B. E-mail Address: \_\_\_\_\_
- C. Facsimile Number with area code: (    ) \_\_\_\_\_
- D. US Mail Address: \_\_\_\_\_

Bidder shall certify that the above information is true and shall grant permission to the State or Agencies to contact the above-named person or otherwise verify the information provided.

By its submission of this proposal and authorized signature below, Proposer shall certify that:

1. The information contained in its response to this solicitation is accurate;
2. Proposer shall comply with each of the mandatory requirements listed in the SOLICITATION and will meet or exceed the functional and technical requirements specified therein;
3. Proposer shall accept the procedures, evaluation criteria, mandatory contract terms and conditions, and all other administrative requirements set forth in this SOLICITATION .
4. Proposer's quote shall be valid for at least 90 calendar days from the date of proposal's signature below;
5. Proposer shall certify, by signing and submitting a proposal for \$25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in 2 CFR \$200 Subpart F. (A list of parties who have been suspended or debarred can be viewed via the internet at <https://www.sam.gov>.)
6. Proposer understands that, if selected as a contractor, the Louisiana Department of Revenue must determine that it is current in the filing of all applicable tax returns and reports and in payment of all taxes, interest, penalties, and fees owed to the state and collected by the LDR. Proposer shall comply with R.S. 39:1624(A)(10) by providing its seven-digit LDR account number in order for tax payment compliance status to be verified.
7. Proposer certifies that the cost submitted was independently arrived at without collusion.

Signature of Proposer or  
Authorized Representative

Typed or Printed Name:

Date:

Title:

Company Name:

Address:

City:

State:

Zip:

